

MEETING OF THE TRANSPORTATION AUTHORITY OF MARIN

THURSDAY, JULY 28th, 2005

Commissioners Present: Steve Kinsey, Chair, Marin County Board of Supervisors
Al Boro, Vice Chair, San Rafael City Council
Susan Adams, Marin County Board of Supervisors
Charles McGlashan, Marin County Board of Supervisors
Amy Belser, Sausalito City Council
Peter Breen, San Anselmo Town Council
Pat Eklund, Novato City Council
Alice Fredericks, Tiburon City Council
Melissa Gill, Corte Madera Town Council
Joan Lundstrom, Larkspur City Council
Lew Tremaine, Fairfax Town Council

Commissioner Absent: Hal Brown, Marin County Board of Supervisors
Cynthia Murray, Marin County Board of Supervisors
Jeanne Barr, Ross City Council
Jerry Butler, Belvedere City Council
Dick Swanson, Mill Valley City Council

Staff Members Present: Craig Tackabery, TAM Executive Director
Tho Do, Transportation Engineer
Art Brook, Senior Transportation Engineer
Jessica Woods, Recording Secretary

Chair Steve Kinsey called the Transportation Authority of Marin Meeting to order at 7:36 p.m.

1. Chair Reports

Chair Kinsey acknowledged that it is very encouraging to see the level of work being done by staff and the consultant team getting TAM organized in regard to the passage of Measure A. Also, yesterday at MTC, on behalf of Marin, he voted with the majority supporting funding for both SMART and the Transportation Authority of Marin for the Cal-Park Tunnel project in the amount of \$1.2 million. The Commission also approved the transit oriented development policy that requires in those transit corridors where expansion is proposed, including the SMART Corridor, that there will be a requirement to meet certain housing targets and to design with certain pedestrian friendly and livable community to design standards. He believed it was a very significant day in transportation planning history in the Bay Area to link transportation and land use. He

then asked Anita Franzl from Congresswoman Woolsey's Office to share some information on the federal TEA Reauthorization.

Anita Franzl, representing, Congresswoman Lynn Woosley's Office, stated that the Congress and Senate conference report has been filed. However, she is still waiting for the actual vote. She indicated that it is virtually a done deal, but the final details have not been seen. However, what they do know is that they received \$27 million for the Highway 101 widening project at the Marin-Sonoma Narrows, which is roughly twice what they expected; a \$5 million authorization and a new starts designation for the SMART Rail project; \$900,000 for Highway 101 Marin-Sonoma Narrows Bike/Pedestrian Path projects; \$418,000 for compressed natural gas buses in Sonoma County; \$25 million for a pilot project for a regional non-motorized vehicle project in Marin, and \$50 million for the Golden Gate Bridge. She added that it has taken 22 months to come to this agreement and she thanked the Board and noted that it has been a pleasure for Congresswoman Woosley to work with such a great team.

Chair Kinsey thanked Congresswomen Woosley for her hard work and continued advocacy. TAM concurred.

2. Commissioner Matters not on the Agenda

Commissioner Eklund asked Chair Kinsey the schedule for the discussion of Countywide Planning Agency. Chair Kinsey responded that due to a vacation of a key staff member, Michele Rodriguez, this was rescheduled for the September meeting.

Karen Nygren, Tiburon resident, noted that Deb Hubsmith and Patrick Seidler have done so much to bring money to the County and asked this Board to thank them for their efforts.

3. Executive Director's Report

Craig Tackabery, Executive Director, announced that starting August 24th, 2005 the Board would have a new Executive Director, Dianne Steinhauer.

Also, staff is working on the local TLC/HIP program project selection process and have tentatively scheduled a workshop on September 14th from 2:00-4:30 p.m. at the San Rafael Corporate Center.

Staff has been working with City Managers regarding the TAM's toolkit with the intent to focus on obstacles to transportation and land use linkages and multi-modal obstacles. Staff is trying to get each City and Town to identify the key Council Members, Planning Commissioners, Design Review Board Members and key staff in order to have a meeting to discuss the obstacles and tools to insure that the Toolkit is useful to the local agencies in achieving the goals of overcoming the obstacles of linking transportation and land use and increasing multi-modal travel.

Also, staff distributed Commissioners handbooks, which contains helpful tools that will also be electronically online on TAM's web page.

In regard to the Gap Closure project, we just captured the allocation of Federal funds provided by MTC, and the Governor has indicated that Prop 42 funds would be provided, so we also are pursuing some of that funding and we are on the agenda for the August 18th, CTC meeting. In September staff will provide an overview of the funding.

The Executive Committee will go over the details of the Gap Closure in the next two meetings and then discuss the amount of debt financing required.

The TAC had its first meeting on July 7th. Jean Bonander was elected chair, and Bob Brown was elected Vice-Chair.

MCTD has been having their workshops regarding the Short-Range Transit Plan and the next meeting is August 3rd at 7:30 in the Canal area of San Rafael.

Commissioner Lundstrom discussed the roster in the Handbook and asked staff to include TAM's alternate members. Executive Director Tackabery responded in the affirmative.

Commissioner McGlashan asked staff when the Community Based Transportation Plan preparation for Marin City would occur. Executive Director Tackabery responded that they are just starting to form the Technical Advisory Committee of staff from local agencies and would work to form the Citizen Committee. Staff noted that input would be needed from Commissioner McGlashan in the next four to six weeks.

Commissioner McGlashan asked Chair Kinsey if he could attend the Executive Committee meeting on August 10th to discuss the Countywide Planning Agency in regard to organizational structural. Chair Kinsey welcomed his attendance. Executive Director Tackabery noted that Commissioner McGlashan could attend the August 10th meeting or the September 14th meeting both in advance of the next TAM meeting. Commissioner McGlashan indicated that 30 minutes would be plenty of time for him to discuss the organizational structure.

Vice Chair Boro asked Chair Kinsey if he would initiate a resolution of thanks in accommodation for Executive Director Tackabery's hard work over the past years to be presented at the September meeting.

Chair Kinsey asked for a motion.

Vice Chair Boro moved and Commissioner Breen seconded, to direct staff to draft a resolution thanking Executive Director Tackabery for all his hard work over the years. Motion passed unanimously by TAM.

Commissioner Fredericks pointed out that her email is wrong as well as in the roster in the Handbook. Chair Kinsey recommended that Commissioners email any other correct information to the Executive Director.

4. Commissioner Report
a. Executive Committee

Chair Kinsey pointed out that the minutes of the Executive Committee were provided in their packet and they discussed a number of issues related to the strategic plan and approved by consensus the Measure A logo contained in the Consent Calendar.

b. Marin-Sonoma Narrows Policy Advisory Groups

No report.

c. SMART

Vice Chair Boro reported that SMART met on the 20th of July and the RFQ for the development of Railroad Square that is being developed jointly by SMART and the City of Santa Rosa was approved by SMART. They had an extensive discussion on the Draft EIR and they have a firm commitment that it will be released at the end of August, and will be made public. Also, they agreed the review period would be 60-days rather than the normal 45-days once released. They had two action items as a result of closed session; in one they have an exclusive right to negotiate with the City of Novato for development of some property SMART owns in Novato. Also, the Golden Gate Bridge right-of-way transfer to SMART was approved and accepted by the Board.

5. Consent Calendar

- a. Approval of TAM Minutes of June 23, 2005 and July 7, 2005.
- b. Adopt the attached Measure A Logo, Domain Name for TAM.
- c. Approve the draft FY 2005-2006 Disadvantaged Business Enterprise (DBE) Program and authorize the Executive Director to make minor non-substantive modifications to the program if required by Caltrans.
- d. Approve Sir Francis Drake Boulevard Roadway Rehabilitation and Resurfacing Project Fact Sheet.
- e. Authorize a letter accepting the Lifeline Program delegation by MTC; direct staff to review workload associated with delegation acceptance; and work with other CMAs and MTC staff to determine an appropriate level of CMA Planning Activities funding, in relation to CMA activities.
- f. Determine that regarding the January 2004 Direction to Prioritize State Transportation Improvement Program (STIP) Deleted Projects, TAM has made a good faith effort, and that in the future project solicitations be open to new projects and TAM will judge proposals on their own merits.
- g. Authorizing TAM to Access Criminal History Information for Employment.

Chair Kinsey asked for a motion.

Commissioner Eklund moved and Commissioner Breen seconded, to approve Consent Calendar Items a. b. and d. through g. as amended.

Commissioner Gill noted a correction to the Minutes on page 8. Also, she wished the Measure A logo reflected the disabled. In regard to Item G, it discussed Safe Routes to Schools, but she pointed out that the Resolution before the Commission had no mention of Safe Routes to Schools. Executive Director Tackabery responded that the Safe Routes to School contract has a requirement that any employee of the consultants who works in a school must have a background check before they are allowed on campus. The County has procedures in place and now TAM must have those procedures in place.

Commissioner Fredericks discussed the June 23rd minutes and pointed out that Karen Nygren is from Tiburon, not San Rafael.

Motion carried unanimously by TAM.

Consent Calendar Item 5C

Commissioner Eklund asked staff if the DBE Plan included minority owned businesses as well as women owned businesses. Mary Klingensmith, representing Nolte Associates, responded in the affirmative. Commissioner Eklund discussed page 9 and asked staff why it is only based on race and not gender. Ms. Klingensmith explained that this is Caltrans boilerplate language, and in this context "*race conscience*" means that there will be a specific goal, so race in this instance applies to all DBE's. Also, it is covered under Federal Regulations 49, which defines Disadvantage Business Enterprises as both minority and women owned businesses.

Chair Kinsey asked for a motion.

Commissioner Eklund moved and Commissioner Belser seconded, to approve Consent Calendar Item 5C. Motion carried unanimously by TAM.

6. Caltrans Report

Doanh Nguyen, representing Caltrans, provided a PowerPoint presentation on the Richmond San Rafael Bridge project for the Commission's consideration, a copy of which was provided in the agenda packets.

Chair Kinsey discussed the idea of bicycle and pedestrian access and believed a study was to be conducted about the future possibility of a third lane on the bridge. Executive Director Tackabery responded that with the (Regional Transportation Plan Workload) RTP and changes in staffing at MTC the study is still underway, but has slipped in schedule and agreed to find out the status and report back.

Commissioner Breen asked Mr. Nguyen if the retrofit would support rail. Mr. Nguyen believed further study is needed in that regard. He noted that the original purpose is that the bridge would withstand an incredible earthquake and rail was not part of the upgrade.

Chair Kinsey desired to be provided with information on the number of public complaints in regard to the joints on the bridge since the condition was addressed. Mr. Nguyen agreed to provide that information at the next meeting.

Commissioner Adams asked Mr. Nguyen how large of an earthquake would this Bridge be expected to support in regard to the retrofit. Mr. Nguyen responded that the greatest event for this region is the design criteria for the retrofit. Vice Chair Boro believed it is a magnitude of an 8.0 since that is the standard for the Golden Gate Bridge.

Chair Kinsey desired a discussion on the SHOPP program project selection schedule and believed it would be helpful to know more about the timing of when District 4 submits its intended future work program. Many Commissioners wondered if there might be an opportunity for the Authority to be aware of and possibly provide input on the list of identified projects. Mr. Nguyen agreed to report back at the next meeting.

7. Golden Gate Transit Report on Propose Cancellation of Commute Shuttle Routes 32 and 34 – Ron Downing

Ron Downing representing, Golden Gate Bridge District, summarized the flyer provided by the District and included in the agenda packet and announced that the District would have a public hearing on August 11 to consider the cancellation of Commute Shuttle Routes 32 and 34.

Commissioner Adams expressed concern for the Santa Venicia area and hoped MCTD can find some way to accommodate those that are transit dependent. Mr. Downing noted that he specifically requested that MCTD include these two routes in their performance assessment of local routes within the County, so options are being explored.

8. Public Hearing on Congestion Management Plan

Craig Tackabery, Executive Director, explained that the intent of this update was to comply with the statutory requirement, but also to look at using the Congestion Management Plan (CMP) more as a planning tool and ways to make it a more useful document. Staff added that they are also going to work on a process to make the next 2007 update more useful to help set priority for multi-modal type projects.

Mary Klingensmith, representing Nolte Associates, pointed out that the update found that no jurisdictions are out of compliance at this time. In cleaning up the Draft CIP on page 151 of the packet, Table 7, the HOV Gap Closure Project is missing and they inadvertently deleted that project, and it will be added in the final version. As follows: Sponsor-Caltrans; Mode-State Highway; Project Name-Route 101 HOV Northbound/Southbound lanes, Lucky to North San Pedro; Estimate Cost-\$163,365,774;

Funding Sources-combination of Federal SMAP, STIP, TCRP, Federal demo funds, and Measure A funds, which will be included in the final draft. She then explained that this is a transition year and because this CIP is financially constrained it only contains projects that have dollars programmed currently, and there was not a benefit or advantage in listing out all the bike/pedestrian projects. However, they will be incorporated by reference to the Bicycle/Pedestrian Master Plans for all the local jurisdictions.

Commissioner McGlashan discussed the Tiburon Boulevard interchange and asked what should they be doing to get the U.S. 101 improvement project in the TIP. Executive Director Tackabery responded that the time to add projects is during the update, but there are limited resources, so in the next update they will use this tool to prioritize their resources and select projects in advance. Ms. Klingensmith added that a methodology is being discussed for prioritizing projects and establishing a solid approach and that is in the context of this 2007 update. Executive Director Tackabery indicated that in the last 15 to 20 years TAM has focused on the Gap Closure and now it is time to look over the horizon.

Art Brook, Senior Transportation Engineer, pointed out that Table 7 are items that already have a financial commitment and in the course of the update, staff will change the heading for that Table to make that clear. Also, Table 8 proposed projects that will likely be coming forward, which includes the Tiburon Boulevard/U.S. 101 interchange.

Commissioner Breen noted that several years ago they were able to eliminate all their problems with the word, "grandfathering" and he is sensitive to this due to all the development near Sir Francis Drake. Executive Director Tackabery responded that grandfathering is very sensitive because if out of conformance, the Agency may lose their gas tax money. Also, on page 118 it lists the grandfathered projects where improvement plans are recommended because level of service is a problem, which should be reviewed.

Commissioner Belser desired clarification on page 152 in regard to the \$7 million Marin Parklands improvements. Senior Transportation Engineer Brook responded that is the Manzanita Park and Ride Lot Expansion that the County built including purchase of the property, and it provided 75 or 80 additional parking spaces adjoining the Caltrans lot.

Commissioner Adams discussed page 109, the list of routes designated as principle arterial portions of the Marin County network. She noticed that the Las Gallinas/Los Ranchitos/Lincoln Avenue Corridor was not listed, and pointed out that during the school year it is very congested and many use it as an extension of Highway 101. Executive Director Tackabery responded that it is not part of the CMP network as was previously defined.

Chair Kinsey asked that given the responsibilities that go with a designated roadway within the network, is it advantageous to include roads or advantageous not to include roads? He is struck by the fact that the roads leading in and out of Mill Valley are not included, and the roads through Larkspur and Corte Madera are not included, which are areas of major congestion. Peter Martin, representing, Wilbur Smith Associates,

responded that when the CMP networks were established back in 1991, people identified the minimum number of roads to be on the network because they wanted to receive the additional funds from the gas tax, but they did not want to be at risk of non-compliance, so the counties identified all State highways and the minimum number of local roads. It is believed it is probably better not to add new roads. Executive Director Tackabery responded that monitoring occurs in the CMP network, so there is an opportunity to define some non-CMP network roads to be monitored and analyzed and included in a companion document. There is an opportunity to analyze the overall system further.

Chair Kinsey believed the constraints of this document did not provide the right forum and that the strategic plan process could be very helpful in defining how to allocate monies. He added that TAM should not use the required CMP process because it would cause them to enter into areas where TAM will be held accountable, which should be considered as they move forward. He understands why people wanted monitoring of roads in their community that are in difficult situations, so there is more to be done with these problems, but introducing them into the CMP would not be to TAM's advantage.

Commissioner Tremaine desired to know what the local jurisdiction is doing in regard to these improvements. Executive Director Tackabery responded that the improvement plans are just being recommended at this point and Appendix C discusses how to do an improvement plan and analysis. Commissioner Tremaine found that section to be not helpful in developing a plan

Commissioner Adams excused herself at 8:48 p.m. from the TAM meeting.

Mr. Martin indicated that the CMP process and monitoring of the congestion levels is to demonstrate to the State that the County should continue to receive the gas tax for funding some of the transportation improvements. He added that there are some opportunities to enhance the CMP, but it is not in itself a comprehensive, long-ranged improvement plan. It is a 7-year plan that gets to the long-range plan. Ms. Klingensmith stated that the responsibility for preparing the improvement plan is on the local jurisdiction, it would not fall to the CMA or TAM to do so.

The hearing was opened to the public.

Karen Nygren, Tiburon resident, discussed land use and believed major projects must be assessed in regard to the roadways. She asked TAM to detach from process, so they are not writing local plans. She recommended that TAM consider making land use approvals more realistic in regard to figures rather than being grandfathered.

Margaret Zegart, Southern Marin resident, discussed monitoring and desired morning evaluations in regard to peak time if this document is to be realistic. She noted that unless there are signed bicycle paths, vehicles would continue to park in those locations.

The public hearing was closed.

Chair Kinsey looked forward to viewing a finalized version at TAM's September meeting.

Vice Chair Boro asked the Executive Committee to discuss this matter of roads at a study session in order to develop a matrix or tool to know how projects qualify and how they interconnect for a better understanding. Also, some communities have elected to live with congestion rather than road expansion, by design, and if they decided to make these roads conform to the Level of Service requirements, they must expand or remain out of conformance, and that is what this document is reflecting.

Commissioner Lundstrom suggested included in the Executive Summary a very simple explanation of what this document does and does not do for a better understanding. She suggested including one or two paragraphs that outline the issues.

9. **Committee Appointments**
 - a. Technical Advisory Committee (TAC)
 - b. Citizens Oversight Committee (OC)

Craig Tackabery, Executive Director, summarized the staff report and recommended that the Commission appoint June Farmer as the environmental organizations alternate and Barbara George as the Central Marin Planning Area representatives to the OC; and continue to actively solicit nominations for the TAC and OC and fill any remaining vacancies at a future meeting when applications are received from nominating organizations.

Chair Kinsey asked for a motion.

Commissioner Eklund moved and Commissioner Breen seconded, to appoint June Farmer as an alternate and Barbara George to the Citizens Oversight Committee.

Motion carried unanimously by TAM.

10. **Administrative Code Annual Review**

Craig Tackabery, Executive Director, summarized the staff report and recommended that the Commission review the propose changes to the administrative code and suggest any other changes to be considered; and direct staff to prepare a first reading of an ordinance to update the code for the September 22, 2005 TAM meeting.

Executive Director Tackabery discussed page 307 under Section 103.2B in regard to alternates and noted that Commissioner Murray had requested he bring a request to your attention, to add a comma "*except will not serve as Chair or Vice-Chair.*" TAM agreed.

Commissioner Eklund recommended that staff send an agenda packet with all attachments to the Public Works Directors. Executive Director Tackabery agreed to send out an announcement to anyone interested in receiving an electronic or hard copy of the

agenda packets. Commissioner Eklund requested that staff include Glenn Young of Novato. Also, she agreed with eliminating the requirement of City Clerks having to post the agenda, but felt it is important for City Clerks to continue receiving the agendas in order to send them out to other Council Members and staff who may have an interest in a particular project.

Chair Kinsey asked for a motion.

Commissioner Breen moved and Vice Chair Boro seconded, to direct staff to prepare a first reading of the Ordinance at the September 22nd meeting, with changes proposed; and in addition the change to the Section related to alternate duties. Motion carried unanimously by TAM.

11. **Suggestions for Future Agenda Items - None**

12. **Open Time for Items Not on the Agenda**

Ron Downing, representing, Golden Gate Transit, reported on the Muir Woods Shuttle Demonstration Project that started on Memorial Day weekend, which did okay the first few weekends, but once the Park Service started with their variable message signs on Highway 101 on Fourth of July weekend service increased. On several trips they were overwhelmed and had to leave people behind, so they started an emergency plan of providing at the end of the day extra back up trips to the existing scheduled buses. Last weekend on July 23rd and 24th not only were the regularly schedule buses full, but the back up buses were full as well. He noted that on Saturday they carried a record number of 323 people out and back for a total of 646 trips and on Sunday July 24th there carried about 253 people out and back for a total of 506 trips.

Chair Kinsey acknowledged Commissioner McGlashan's efforts in regard to the demonstration project. Commissioner McGlashan thanked Golden Gate Transit as well.

Chair Kinsey adjourned the TAM meeting at 9:12 p.m.